



SHERWOOD CHARTER REVIEW COMMITTEE
22560 SW Pine St., Sherwood, Or
February 13, 2014

WORK SESSION

1. **Call to Order:** Chair Pat Allen called the work session to order at 6:35 pm.
2. **Committee Members Present:** Citizen at Large Chair Pat Allen, Budget Committee Representative Vice Chair Neil Shannon, Library Advisory Board Representative Jack Hoffbuhr, Parks Advisory Board Representative Brian Stecher, Citizen at Large Bob Silverforb, SURPAC Representative Charlie Harbick, Planning Commission Representative Beth Cooke, and Cultural Arts Commission Representative Alyse Vordermark. Citizen at Large Jennifer Kuiper arrived at 6:39 pm.
3. **Staff and Council Liaison Present:** City Manager Joseph Gall, City Recorder Sylvia Murphy and City Council Liaison Linda Henderson. Mayor Bill Middleton present in the audience.

Chair Allen explained the committee was provided with a document from staff (see record, Exhibit A) for their review during the work session prior to unveiling it to the community members at the open house portion of tonight's meeting. He reminded the committee of the meeting format for the workshop and public hearing that would follow.

Chair Allen asked for discussion on Exhibit A and Mr. Shannon referred to Section 10, blue discussion notes and said the language in the last line, "prior to start of business" should be in Section 11. He referred to Section 14 and said we had discussions about the possibility of adding language to compensation.

Chair Allen referred to Sections 10 & 11 and the language of "prior to start of business" and said he recalled the committee agreeing that all they were going to put in the charter was the constitutional notion that there needed to be public comment and we were not deciding on when it needed to occur. Comments were received that the reference made by Mr. Shannon was the entire discussion notes should be in Section 11, and not necessarily his concern with the specific language.

Mr. Shannon asked regarding compensation and asked if that language was going to go into Section 3 and asked if we wanted to include that as a total package or leave that for discussion at a later date. Chair Allen said at this stage, he would prefer to leave it for discussion at another date. Comments were received from some committee members that this was their recollection to discuss at a future date.

Chair Allen referred to a style format in Exhibit A and the reference in the document to the language of "the committee conceded" and said he did not believe this word was quite right as opposed to "the committee elected" or "decided". He said "conceded" means the committee reluctantly agreed too and asked to change the text of "conceded" to "decided", the City Recorder stated she would change that language in the document if the document is brought forward and used again in the future.

Chair Allen asked for other thoughts or observations of the document format and said he liked the format. Comments were received that it was easy to follow. Chair Allen asked in reference to the green text of "seeking legal advice" and said he believed all items ended up in the technical correction category as opposed to anything we need to submit a policy change that we are waiting to legal advice on.

City Manager Gall informed the committee that staff confirmed with the Council on the use of outside legal counsel and they agreed with that. He said Pam Beery with the City Attorney's office offered to help find outside expertise in local government and charters when the time comes.

4. Adjourn to Open House

Chair Allen asked for anything else from the committee, with no comments received he adjourned the work session at 6:40 pm and said the committee meeting would reconvene to the open house at 7:00 pm, followed by a public hearing.

Open House started at 7:00 pm and concluded at 7:35 pm. Chair Allen reconvened the regular session at 7:35 pm.

REGULAR MEETING

5. Public Hearing

Chair Allen thanked participants for participating in the workshop and opened the public hearing to receive testimony on the proposed charter amendments as noted in Exhibit A.

No public comments were received and he closed the public hearing.

He said the committee's calendar calls for another formal opportunity for public comments at their February 20th meeting. He confirmed Exhibit A would be available on the City website and confirmed the committee's meeting on February 27th would be a joint work session with the City Council. He asked for other committee questions.

Mr. Hoffbuhr reminded the committee needed to approve the minutes.

Chair Allen asked for any changes or corrections to the minutes from **January 30, 2014**. With none received he asked for a motion to approve.

MOTION: from Jack Hoffbuhr to approve the January 30, 2014 Meeting Minutes, seconded by Mr. Silverforb. Motion passed 9:0, all members voted in favor.

6. Adjourn:

Chair Allen adjourned the meeting at 7:38 pm.

Sylvia Murphy, MMC, City Recorder

Patrick Allen, Chair